

Administrative Search Committee
Foster Town House
181 Howard Hill Road
Foster RI
June 20th, 2009, 8:30am

Meeting opened by Mr. Cervasio at 8:45 am
Roll Call: Scott Bellem, Ronald Cervasio, Patricia Fountain, Robert Hohler, Michael Paolucci, Kathleen Swanson, Neal Whitelaw

1. Organization

Discussion proceeds on organizational structure of Committee.

Mr. Whitelaw moves to nominate Mr. Hohler to Chair Administrative Search Committee. Mr. Cervasio seconds.

Motion passed. 7 – 0 – 0

Mr. Whitelaw moves to nominate Mr. Bellem to Vice Chair of Administrative Search Committee. Mr. Hohler seconds.

Motion passed. 7 – 0 – 0

Mrs. Fountain moves to nominate Mrs. Swanson to Recording Secretary with Mr. Whitelaw as advisor. Mr. Hohler seconds.

Motion passed. 7-0-0

Mr. Cervasio, moves that the Committee adopt Roberts Rules, Mr. Bellem 2nds.

Motion passed. 7-0-0

2. Discussion – How to proceed with Administration Search

Members of the Committee discuss the selection process and how the Committee will proceed. Committee Members agree to review applicants, with appropriate certifications in place, prior to our next meeting, Monday, 6/22/2009. Discussion proceeds on the process for contacting applicants with questions.

Mrs. Fountain moves to nominate Mrs. Swanson, Recording Secretary, as the point of contact for questions regarding applicants. Mr. Bellem seconds.

Motion passed. 7-0-0.

Discussion continues on regarding whether or not other candidates need to be called.

Committee requests that Mrs. Swanson contact applicants who have Certifications from States other than Rhode Island as well as applicants whose certifications are unclear.

Two questions will be asked, where applicable:

1. Do you have appropriate certifications in place to be hired as a Superintendent in Rhode Island?

For Candidates with Certifications in States other than Rhode Island:

2. Have you confirmed that there is Reciprocity between the State in which you are certified and Rhode Island and furthermore, are you aware of the application process, including lead-time required for processing paperwork?

Chair decides to reverse order and move to item#4, Date of Next Meeting, prior to moving to item #3, Future Agenda Items

4. Date of Next Meeting

The following meeting dates and times are selected:

Monday, 6/22, 6:30pm, Foster Town House

Friday, 6/29, 3:00pm, Foster Town House

Saturday, 6/30/2009, 8am, Foster Town House

Monday, 6/29/2009, 6:30pm, Captain Isaac Paine School

3. Future Agenda Items

Committee discusses work to be completed prior to next meeting, on Monday 6/22, 6:30pm.

Discussion proceeds regarding categories to be included on future agenda's. They are as follows:

1. Open Meeting
2. Pledge of Allegiance
3. Approve minutes
4. Old Business
5. New Business
6. Concerned Citizens
7. Executive Session
8. Reconvene Open Session
9. Adjournment

4. Adjournment

Mr. Paolucci motions to adjourn the meeting at 10:42 , Mrs. Fountain seconds.

Motion passed: 7-0-0